

Starr Library Board of Trustees Meeting  
October 1, 2019 Minutes

Trustees Present: Lisa Reticker, Sandra Fraiman, Alfred Ragucci, George Baker, Karen Unger, Donna Warner, Ronnie Citron-Fink, Friends President Stephen Frost, Director Stephen Cook

Trustees Absent: David Lavalley, Jill Horn

Meeting called to order by President Al Ragucci at 5:30 PM

Secretary's Report: Minutes of August meeting reviewed. Motion to accept: Lisa Reticker, Second Paul Higgins. Passed unanimously.

Treasurer's Report: Treasurer absent, financial reports distributed. Director Cook explained how Friends donations are to be henceforth categorized. Motion to accept: Sandra Fraiman, Second Ronnie Citron-Fink. Passed unanimously.

Director's Report: Director Stephen Cook presented the Director's Report for August, 2019.

Friends Report: President Stephen Frost reported there will be a book sale on October 11 and 12. The Friends received three funding requests for water, kids room cushions and a pass to the Albany Museum of History and Art.

Committee Reports: Fundraising Committee decided to hold off on a thank you event for high-value donors. Moving forward, the names of 2018 donors who gave more than \$500 will be targeted. Ronnie Citron-Fink suggested asking the new Mirbeau spa to assist in a fundraising event.

Claims and Warrants: Motion to approve payments: Donna Warner, second Lisa Reticker. Passed unanimously.

Buildings and Grounds: Timely Signs Co. will provide detailed estimates for signage at Starr. This involves moving the old sign (or replacing), changing the background color of the sign at Traver Lane, and installing signs on state signposts. Once the estimate is received, the Buildings and Grounds Committee will evaluate.

Long Range Plan/ Expansion: Donna Warner reviewed Paul Mays proposal. An ad-hoc committee will henceforth meet on Wednesdays. All trustees are welcome to attend. Trustees are asked to forward any questions they have based on Mays' proposal to Director Cook who will forward. Trustees were interested in Mays timeline. One question that arose was whether this should be one phase, or be split in two. A discussion was held as to who in the Rhinebeck community should be consulted. The Friends, local government, educators, users of Starr, and History Groups were the first to be enumerated. Stephen Frost has volunteered to coordinate visits to other libraries that have recently undergone construction projects. Any trustee

interested should contact him. Karen Unger recommended public participation as especially important so that the public perceives this project not as something the Board wants, but that the public wants. This discussion was followed by a motion to: Approve \$40,000 to pay Butler Rowland Mays Architects for phase one planning to reimagine and expand Starr Library. Moved: Al Ragucci. Second, Sandy Fraiman. Passed unanimously.

Old Business: The Annual letter will be done in November this year. Staff will send highlights to Ronnie Citron-Fink, and she will craft the missive.

Sexual Harassment Policy: The revised policy was moved by Lisa Reticker, and seconded by Paul Higgins. Passed unanimously and in effect immediately. All employees, volunteers and trustees will be given a copy, links for training videos from New York State, and a short series of questions to be answered and submitted to the Director to keep for one year.

Local History Collection Development Policy: Reviewed policy. Moved Karen Unger. Second Lisa Reticker. Passed unanimously.

Board Composition/Nominating: Names of possible trustees were discussed. Nominating Committee will be reconstituted to find an 11<sup>th</sup> trustee.

Correspondence: No correspondence to review.

Motion to adjourn: 6:53PM moved by Karen Unger.

Next Meeting: Monday October 28, 2019.

Submitted by Stephen Cook